

Golden Spread Emmaus Board of Directors  
Agenda  
March 30, 2015  
Potter County Sheriff's Office

Call Meeting to Order	Brian
Opening Prayer	Janet
Treasurer Report	David
Minutes Approval	Carolyn
Walk #244 – Tom Parr LD	Mitch
Walk #245 – Janet Bilyeu LD	Pam
Walk #246 – Scott Brittain LD	Eddie
Chrysalis Update	Jaci
Nominating Committee	Pam
Team Selection Committee	Roger/Carolyn
Community Gathering Locations	Mike
August 27	
October 22	
December 3	
Technology Updates	Carolyn
Other Discussion	All
Closing Prayer	Ken

**Golden Spread Emmaus Board of Directors**  
**March 30, 2015**  
**Potter County Sheriff's Office**

Present: Brenda Wilhite, Brian Thomas, Carol Roller, Carolyn Hurt, David Dzik, Deborah Erwin, Eddie Hill, Janet Bilyeu, Ken Haney, Kurt Oheim, Lisa Crossman, Mark Wood, Michael Brunson, Mike Richardson, Pam Stork, Scott Sims, Tom Parr

Absent: Mitch Woodard, Jaci Chadick

Guest: Roger Radney – Men's Registrar

Meeting called to order by Brian Thomas

Opening Prayer given by Janet Bilyeu

**Treasurer's Report**

David Dzik distributed copies of the Balance Sheet and P&L Statement as of March 31, 2015. He indicated the Prepaid Men's fee shows a negative balance of \$1,626.00. The negative balance is posted as the money from Men's Walk 244 had not been deposited when the Balance Sheet was prepared. Total Liabilities and Equity for March 31, 2015 shows to be \$13,269.80. David reviewed the Profit and Loss Statement. He indicated supplies for March totaling \$903.28 are from Pam replenishing the BST supplies. He also indicated he has not yet received the final totals from the book table for Men's Walk 244. David also indicated there were two insufficient checks from team members. He will run those back through the bank again before contacting the team members. David also indicated comments from the team that more one dollar bills were needed for change in the petty cash box. He will make these arrangements for the next walk.

David reviewed the Balance Sheet and P&L Statement from March 31, 2015 for Chrysalis also. He reported little activity for Chrysalis other than \$287.88 which was the 10% from Emmaus Candlelight for March.

Carolyn reported she has reviewed the current pilgrim registrations and emailed several sponsors who have had pilgrims on the list for over a year. Jackie Blum indicated that the two pilgrims that were on the list (Billie Jo Brinkley and Shayla Miller) would not be attending a walk after all and he would like their registration fees that were paid some time back to be used in any way that we see a need for funds. Both fees for these ladies were \$175.00. Janet Scarth was also contacted about a pilgrim (Brenda Austin) who has been on the list for over a year. Janet indicated that Brenda would also not be able to attend the walk due to family issues and requested the \$175 fee be applied to a clergy team member when needed. David will make a note of these fees and checks that had already been cashed and move the fees to the scholarship fund.

Motion to accept the Treasurer's Report was made by Brenda Wilhite and seconded by Kurt Oheim.

### **Minutes Approval**

Minutes from the March 5, 2015 board meeting were previously distributed on email. Only change is that Brenda Wilhite was absent. Carolyn thanked Pam for taking the minutes since she was absent from the last meeting. Motion to accept the February minutes was made by Lisa Crossman and seconded by Pam Stork.

### **Walk #244**

Lay Director – Tom Parr – IBR Mitch Woodard

Tom indicated his walk was a wonderful weekend and that God was Glorified!!! He however indicated that there was an issue with an ALD on Saturday afternoon during lunch dealing with an inappropriate joke that the ALD made. He also indicated the ALD had several issues with time keeping. The ALD also added 2 pages to his talk after it was previewed in the team meeting. Roger indicated his concern that this ALD missed the final Lay Director/Assistant Lay Director team meeting on Saturday prior to the walk so he was not privy to the crucial final discussion of ALD roles. Roger indicated that he feels strongly that this last LD/ALD meeting prior to the walk should be mandatory in the future. Everyone agreed that due to the importance of the LD/ALD bonding that needs to take place, this final meeting be mandatory in the future. A note will be made on this ALD's data base record of the incident and concerns addressed.

### **Walk #245**

Lay Director – Janet Bilyeu – IBR Pam Stork

Pam indicated the team has bonded and the last team meeting was 2 weeks ago. The LD/ALD final meeting was held last Saturday March 28<sup>th</sup>. She noted the agape list is complete but only 122 of 144 prayer slots are filled. Carolyn will send out an eblast asking for the community to sign up for the remainder prayer slots. Carolyn indicated as of tonight there are only 16 confirmed pilgrims. She received 8 new applications since the eblast invitations went out. Messages have been left and she is waiting on call backs. She will send out an eblast and post on Facebook the need for more pilgrims. Brian indicated he referred a new exterminator to Ceta to deal with the bed bug issue and Ceta has reported the insect issue has been resolved. Brian also indicated the issue with the hot water is being addressed. The main hot water heater tank is in the middle of the building. An additional pump has been ordered and is supposed to be installed next week. Brian will call Mike Wentz at Ceta to ensure this has been done before the Women's Walk next week. Tom was reminded to contact his team/pilgrims to do the closing feast for the Women's Walk. Janet reported that Karen Cline has all the paper goods for the closing feast.

### **Walk #246**

Lay Director – Scott Brittain – IBR Eddie Hill

Roger reported that the team list had been forwarded to Scott and he is still currently calling team members. April 11<sup>th</sup> will be the first team training.

### **Chrysalis Update**

Brian reported that Chrysalis will not be doing the dessert fund raiser in Pampa next week during the Community Gathering. Carol Roller will be the IBR for the girl's flight. She announced they just had

their second team meeting and 5 talks were previewed. She also indicated that Audrey Jones will now be the music director for the flight.

### **Nominating Committee**

Pam distributed the names of the proposed nominating committee:

Theo McGee – past board member

Louise Hudson – past Lay Director

Natalie Lowe – clergy

Roger Radney – past board member and Lay Director

Randy O'Neal – past board member and Lay Director

Jim Crossman – past board member, Lay Director and Community Lay Director

The Nominating Committee currently consists of Pam Stork – Chairperson and Deborah Erwin as Co-Chair. There are remaining slots for 2 women and 2 men to serve on the Nominating Committee. Candidates should be contacted in order. Pam will inform the board at the next meeting who the Nominating Committee will consist of. Lisa announced at the last Community Gathering that we are taking nominations for next year's board of directors. Any Emmaus community member can contact anyone on the board of directors with suggested candidate names. The Nominating Committee can also come up with proposed names. Once the Nominating Committee has a slate of names, the list MUST come before the Emmaus Board of Directors for approval PRIOR to the candidate being contacted. Carolyn will also set up the web site on-line ballots to go to Pam Stork. Any faxes and mail in ballots will also need to go to Pam. Motion was made to accept nominating committee slate by Kurt Oheim and seconded by Mark Wood.

### **Team Selection Committee**

Roger and Carolyn discussed a concern with the team selection process. Currently there is a log jam with so many names moving up to the ALD-N list once a person has been a table leader. The ALD-N list for both men and women is very lengthy as 6 names from each walk roll up after every walk to be an ALD-N, but only one name comes off the list. With the current process, a person can give one talk as a table leader then move up to ALD-N, then work ALD-E once, then be a Lay Director. The board discussed this issue extensively and agreed that there needs to be more experience with working walks and giving talks before moving up the list. A suggestion was made that for future walks, a person needs to have given 4 talks before moving up to the ALD-N position. This means a person can give a talk as an Assistant Table Leader and Table Leader, or just as a Table Leader. A motion was made by Pam Stork and seconded by Brenda Wilhite that starting with the October 2015 walk, the criteria for working as an ALD-N will change to a requirement of giving 4 talks. Anyone on the current list for ALD-N as a carryover will remain on the list. Carolyn will update the Policy and Procedure for Team Selection Committee to reflect this. We will also add this to the next Newsletter.

### **Community Gathering Locations**

Mike Richardson indicated he has talked with Scott Brittain, (August) Pam Sirmon (October) and Richard Smith (November) to see if they would like the Community Gatherings to be held at their churches following their walks. He is waiting to hear back from them and will report back at the May board meeting.

### **Other Discussion**

Kurt questioned if we had any specific guidance from the Upper Room on the Fourth Day meetings and the structure and time frames for the meetings. Roger indicated there is nothing specific about the structure or time frame. Everyone agreed that the main focus of the Fourth Day meetings was to get the pilgrims plugged into Reunion Groups and staying active in Emmaus. He offered a suggestion of combining the Fourth Day Meeting and Sponsor Training. There are a lot of pilgrims with a strong desire to sponsor someone following their walk and having the pilgrims wait an additional month to take sponsor training can deter the enthusiasm of staying involved and sponsoring someone. He suggested having Sponsor Training scheduled for 5:30-6:00, then have the Fourth Day meeting follow. The pilgrims, team and sponsors can then stay and discuss any Fourth Day issues briefly, then dismiss for dinner. It was suggested that we try this for the Women's Walk next month in Pampa. Carolyn will send out a Text Message Reminder and also put on the web site.

Kurt also asked for support for any clergy responsible for Candlelight or Community Gathering. He stressed that several clergy have been deviating from the standard liturgy that is supposed to be given. Everyone agreed that no sermon is to be given during these times, but rather staying with the required liturgy established by the Upper Room. It was suggested that Kurt call and convey this to Jim Wilhite who does the clergy training.

Brian discussed the issue of couples participating on the same walk. Several issues were brought up about husbands and wives staying in the same rooms when working a walk. It was stressed that no couples be allowed to serve on a walk conference room team together and no couple may stay together that work on a conference room team and BST. Couples may stay together if they work BST together.

**Closing Prayer** was given by Ken Haney.

**Golden Spread Emmaus  
Balance Sheet  
As of March 31, 2015**

	<u>Mar 31, ...</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Cash - ANB	7,877.41
<b>Total Checking/Savings</b>	<u>7,877.41</u>
<b>Other Current Assets</b>	
1200 · Deposits	3,402.88
1300 · Petty Cash	200.00
1400 · Prepaid Insurance	1,789.51
<b>Total Other Current Assets</b>	<u>5,392.39</u>
<b>Total Current Assets</b>	<u>13,269.80</u>
<b>TOTAL ASSETS</b>	<u><u>13,269.80</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
2000 · Prepaid - Men	-1,626.00
2100 · Prepaid - Women	3,030.00
2200 · Reserved - Kairos	435.15
2300 · Reserved - Chrysalis	287.88
2400 · Reserved - Missions	833.11
2500 · Reserved - Scholarsh...	4,472.01
2650 · Reserved - Book Table	174.00
<b>Total Other Current Liabilities</b>	<u>7,606.15</u>
<b>Total Current Liabilities</b>	<u>7,606.15</u>
<b>Total Liabilities</b>	7,606.15
<b>Equity</b>	
3900 · Retained Earnings	2,269.44
Net Income	3,394.21
<b>Total Equity</b>	<u>5,663.65</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>13,269.80</u></u>

**Golden Spread Emmaus**  
**Profit & Loss**  
 January through March 2015

	<u>Jan 15</u>	<u>Feb 15</u>	<u>Mar 15</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 · Team Fees	0.00	6,355.50	6,723.00	13,078.50
4100 · Pilgrim Fees	0.00	7,205.50	6,075.00	13,280.50
4200 · Book Table (Net of Expens...	0.00	177.00	17.01	194.01
<b>Total Income</b>	<u>0.00</u>	<u>13,738.00</u>	<u>12,815.01</u>	<u>26,553.01</u>
<b>Expense</b>				
6000 · Room & Board	0.00	10,770.00	8,927.00	19,697.00
6200 · Copies	0.00	47.10	48.70	95.80
6300 · Supplies	730.85	1,034.05	903.28	2,668.18
6500 · Upper Room Fees	0.00	0.00	767.00	767.00
6800 · Insurance	198.83	198.83	198.83	596.49
<b>Total Expense</b>	<u>929.68</u>	<u>12,049.98</u>	<u>10,844.81</u>	<u>23,824.47</u>
<b>Net Ordinary Income</b>	-929.68	1,688.02	1,970.20	2,728.54
<b>Other Income/Expense</b>				
<b>Other Income</b>				
8000 · Interest Income	0.48	0.33	0.00	0.81
8100 · Candlelight Offering	0.00	441.60	380.80	822.40
8200 · Community Offering	0.00	110.40	0.00	110.40
8300 · Mission Donations	100.00	100.00	100.00	300.00
8500 · Nametags (Net of Expense)	0.00	12.25	0.00	12.25
<b>Total Other Income</b>	<u>100.48</u>	<u>664.58</u>	<u>480.80</u>	<u>1,245.86</u>
<b>Other Expense</b>				
9000 · Miscellaneous Supplies	30.34	0.00	0.00	30.34
9100 · License & Fees	0.00	0.00	149.85	149.85
9800 · Returned Checks	0.00	0.00	400.00	400.00
<b>Total Other Expense</b>	<u>30.34</u>	<u>0.00</u>	<u>549.85</u>	<u>580.19</u>
<b>Net Other Income</b>	<u>70.14</u>	<u>664.58</u>	<u>-69.05</u>	<u>665.67</u>
<b>Net Income</b>	<u><u>-859.54</u></u>	<u><u>2,352.60</u></u>	<u><u>1,901.15</u></u>	<u><u>3,394.21</u></u>

**Golden Spread Chrysalis**  
**Balance Sheet**  
As of March 31, 2015

	<u>Mar 31, ...</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
1000 · Cash - ANB	6,844.97
<b>Total Checking/Savings</b>	<u>6,844.97</u>
Other Current Assets	
1350 · Due From Golden Spread Emm...	287.88
<b>Total Other Current Assets</b>	<u>287.88</u>
<b>Total Current Assets</b>	<u>7,132.85</u>
<b>TOTAL ASSETS</b>	<u><u>7,132.85</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
2500 · Reserved - Scholarships	337.50
<b>Total Other Current Liabilities</b>	<u>337.50</u>
<b>Total Current Liabilities</b>	<u>337.50</u>
<b>Total Liabilities</b>	337.50
<b>Equity</b>	
3900 · Retained Earnings	6,801.92
Net Income	-6.57
<b>Total Equity</b>	<u>6,795.35</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>7,132.85</u></u>



**Golden Spread Chrysalis**  
**Profit & Loss**  
 January through March 2015

	<u>Jan 15</u>	<u>Feb 15</u>	<u>Mar 15</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>				
<b>Expense</b>				
6300 · Supplies	123.17	0.00	0.00	123.17
<b>Total Expense</b>	<u>123.17</u>	<u>0.00</u>	<u>0.00</u>	<u>123.17</u>
<b>Net Ordinary Income</b>	-123.17	0.00	0.00	-123.17
<b>Other Income/Expense</b>				
<b>Other Income</b>				
8100 · Candlelight Offer...	0.00	55.20	47.60	102.80
8200 · Community Offer...	0.00	13.80	0.00	13.80
<b>Total Other Income</b>	<u>0.00</u>	<u>69.00</u>	<u>47.60</u>	<u>116.60</u>
<b>Net Other Income</b>	<u>0.00</u>	<u>69.00</u>	<u>47.60</u>	<u>116.60</u>
<b>Net Income</b>	<u><u>-123.17</u></u>	<u><u>69.00</u></u>	<u><u>47.60</u></u>	<u><u>-6.57</u></u>